

IDAHO WORKFORCE DEVELOPMENT COUNCIL

April 20, 2016 – Draft Meeting Minutes

Welcome

Chair Komberec called the meeting to order at 9:00 AM and welcomed everyone. He thanked President Glandon and his team for allowing us to meet at College of Western Idaho (CWI), Micron Center for Professional Technical Education in Nampa and to take time from their busy schedules to give us insight into all the great things they are doing at CWI.

We have a few new Council members with us today, Molly Kaufman, Deanna McCutcheon, and Steinar Hjelle. Each of them had the opportunity to give us a brief introduction, then everyone else briefly introduced themselves. Aaron White, Jan Nielsen, Dr. Linda Clark, Jody Lewis and Superintendent Ybarra could not be with us today.

Today we will begin with an abbreviated Business meeting. There are a couple changes to the agenda which are: Ken would like to discuss an Industry Sector Grant proposal regarding Sorrento Lactalis Transmittal #8 and Kay Vaughan will be doing the presentation on Transmittal #7 replacing Jill Kliet. Marilyn Whitney from the Governor's office will be here at 11:30, the "Meeting dates" and the "Old/New Business" have been moved up in the agenda.

Consent Agenda

- Minutes from January 13, 2016 Council meeting
- Transmittal #1 – WDC Bylaws update (with the Bylaws attached)
- Transmittal #3 – WIOA Proposed Level of Performance

Dwight Johnson made a motion to approve the consent agenda, BJ Swanson 2nd. Consent agenda approved.

Chair's Report

Yesterday I held a special meeting of the business representatives of the Council. This meeting was to get a perspective from the business leaders as to how the Council and the State partners could do a more effective job of engaging the business community with addressing workforce issues. There was a lot of good input yesterday and I appreciate everyone that participated. Staff and I will work on outlining the results of the meeting and present to all of you at the next meeting. The concept of business engagement is a major emphasis in the Workforce Innovation and Opportunity Act (WIOA).

At our last meeting, we approved the Idaho WIOA Combined State Plan prior to release for public comment. Public comments were received through mid-February and some minor changes were made in response to those comments.

Comments emphasized the WIOA public workforce system is intended to assist those populations with barriers to employment. The plan already addresses serving these populations in several places, but the comments identified a few areas to expand.

The most significant change to the plan is with regard to employer outreach. WIOA has requirements for each program to connect with employers on behalf of their participants. The partners already agreed to make a coordinated effort to outreach employers with a “single point of contact” model. This streamlines communication to employers to provide more coordinated, less disruptive or duplicated outreach.

The plan was modified to highlight an opportunity for outreach to educate employers on the benefits of hiring people with barriers to employment. Often populations, such as refugees or individuals with disabilities, are overlooked as a source of skilled labor. Both individuals and employers benefit when the right skills are matched to the right job, regardless of age, race, disability status, language, or other barriers.

Another one of the Council's responsibilities under WIOA is ensuring that staff has adequate training. As part of this core partners are planning a WIOA Partners conference on May 11th and 12th. The focus is on bringing all partner agency staff together to get a better understanding of WIOA and develop strategies to bring partners together under one Workforce System.

Directors Update – Ken Edmunds, Director, Idaho Department of Labor (IDOL)

The Workforce Development Training Fund (WDTF) helps employers get the skilled workforce they need. Director Edmunds shared a video about successes with the fund. The Legislature removed the cap on WDTF funds allowing them to accumulate. This will allow the Council to use funds for larger projects such as Sector Grants.

Legislative update - WDTF has allotted 3% to Workforce Training. The Department had a budget of \$10 million dollars that has now been cut to \$5 Million. Labor has proposed to increase the Unemployment tax by .1% that would generate \$1.4 million. The budget will be ready to present to the Governor and Legislature in January 2017, in order to have the funding available July 1, 2017. Ken said Idaho's “Go On” rate is at 40% right now, the state goal is for it to increase to 60%. It takes money. Industry support tells the story not the Department of Labor.

Transmittal #7 WDTF Micro Grants – Kay Vaughn, Grant Officer, Idaho Department of Labor

Action Requested: Approve WDTF funds for Micro-Grants, up to an additional \$500,000

On June 25, 2015 the Council approved a WDTF micro grant program. Kay provided a spreadsheet showing what grant contracts had been awarded and the actual outcomes of each in a 12-month period based on the guidelines of the grant. Some of the outcomes on the spreadsheet are not complete because schools can't provide Social Security Numbers (SSN) of students, also some adults would not provide the SSN. It is critical to have this information to collect accurate data while making sure it is legal. Regarding requirements to collect SSNs Joe Dunlap said according to the Family Educational Rights and Privacy Act (FERPA) IDOL cannot

have student's SSNs but can have student ID numbers. Some outcomes show they are below WDTF standards. The Council can adjust the requirements. WDTF helps people get the skills they need to get a good job. Chair Komberec suggested to have requirements based on community needs instead of statewide.

Dwight Johnson motioned to approve \$500,000 to continue the Micro-Grant program. BJ Swanson 2nd the motion. The motion was unanimously approved.

Transmittal #8 WDTF Industry Sector Grant Modification – Ken Edmunds, Director, Idaho Department of Labor

Action Requested: Exception to the Guidelines established by the Council to proceed without industry partners on an industry sector grant: Maintenance technician Apprenticeship and Work-Based Learning Model

Many businesses have employees but they don't have the skills to do the job. As an example applicant, Sorrento Lactalis in Nampa has partnered with CWI to be approved for a Sector Grant but can't get 2 other businesses to partner with them. Therefore, they do not qualify for an Industry Sector Grant under the current guidelines. New guidelines could allow Sorrento and others to identify partners later. Money conditions could be implemented if the Council agreed to provide incentives after. Chair Komberec asked how we can assure consistency with the guidelines. Ken would like to see Sorrento by July 1st 2016. Bert Glandon commented there is a fear for companies to share as they worry about company secrets. Businesses want to help but aren't willing to do so, getting partnerships can be difficult. Sue Simmons suggested Transmittal #8 be tabled for a later meeting. Thus allowing time to work out details. John Young made a motion to table Transmittal #8 until the July Council meeting. Dwight Johnson 2nd. Motion approved.

Transmittal #4 Transfer of Funds Policy – Rico Barrera, Senior Planner, Idaho Department of Labor

Action requested: Recommend approval of the proposed funds transfer process

Under WIOA, states must describe the process outlining how transfers may be instituted and implemented to move allocated funds between these two programs. The reverse side of the page for this transmittal narrates the proposed process that the state has developed for this purpose.

Bert Glandon made a motion that Workforce Development Council approve the proposed transfer process for implementation. Dwight Johnson 2nd. Motion approved.

Transmittal #5 Transfer of Funds from Dislocated Worker to Adult Programs – Rico Barrera, Senior Planner, Idaho Department of Labor

Action Requested: Approve recommendation of transfer of funds for the Governor's Approval

The state is proposing to transfer Rapid Response funds to Dislocated Worker funds. No allocated funds will be affected. Once identified as Dislocated funding, a subsequent transfer to Adult

program will ensure continuation of Adult Services to ongoing and additional participants enrolled in training prior to July 1, 2016 with no impact on the ongoing allocation of Dislocated Worker funds.

Matt Freeman made a motion to ask the Governor to approve a transfer of \$500,000 in Dislocated Worker program funds to the Adult program to provide sufficient carry over of funds to meet the first quarter Adult program needs. Jay Larsen 2nd. Motion unanimously approved.

Transmittal #6 Youth Committee – Eligible Youth in need of additional assistance – Rico Barrera, Senior Planner, Idaho Department of Labor

Action Requested: Recommend approval of the proposed youth policy definition for “requires additional assistance” for implementation beginning PY 2016

Based on the Youth Committee’s recommendation from its January 2016 meeting and the new WIOA definition, staff revised the definition in the state’s youth program. The proposed definition for the WIOA Youth Policy: *Low income individual who requires additional assistance to enter or complete an educational program to secure or hold employment.*

Johnathon Baker motioned to approve the Youth Committee recommendation. Scott Rasmussen 2nd. Motion approved.

Transmittal #2 WIOA Adult Program Policy – Cheryl Foster, Senior Planner, Idaho Department of Labor

Action Requested: Recommend approval of the proposed policy

Monitoring and implementing priority for providing individualized career and training services to public assistance recipients, other low-income individuals and individuals who are basic skills deficient in accordance with the requirements of WIOA Adult Formula program.

Philip Clifton motioned to approve the Adult Program Policy. Bert Glandon 2nd. Motion approved.

Economic Update – Bob Uhlenkott, Chief Research Officer – Idaho Department of Labor

The # 1 challenge in Idaho is finding a skilled workforce. The Unemployment rate release was last Friday. The current unemployment rate is 3.8%, down from 3.9% in February. Idaho had the fastest growing economy in the country in October, November and December, 2015.

What’s new and what’s next? New – Chronic “hard to fill” jobs in the monthly unemployment rate releases. In the technical and health fields it is hard to find skilled employees and retail it is hard to keep them. Next – Local Employment Dynamic’s (LED) “Workflows” and Janet Yellen’s “Economic Dashboard”.

Career Advising – Ken Edmunds – Idaho Department of Labor

Career Advising was a hot topic in the recent legislative sessions as well as the business representative meeting yesterday. In a presentation Wendi Secrist gave last October she said it is important the different agencies and partners work together, all supporting the same thing. Idaho businesses, IDOL, PTE, Libraries, Education, Counselors Association, etc. have to show success to the legislature this year in order to get funding next year. All of the organizations are different and all have different tools.

Matt McCarter from the State Board of Education (SBOE) commented the legislators don't know what we need. When the Chevy Nova came out in the U.S. it was a big success. When Chevrolet tried to expand in Mexico it failed because they didn't know the definition of Nova in Mexico is "not go", they didn't know what they needed.

The short term goal is to reach the 60% Go On rate. Ken asked how many of the Council members are business owners, then how many provide internships and commented that is why the business owners are so important to the Workforce Council. He asked "why don't other businesses provide internships?"

Schools need a template of what they need to do. Idaho businesses help connect the dots with the help of career advisors. Arantza Zabala said we need feedback from the schools and felt a state facilitator would be helpful. Joe Dunlap mentioned college career advisors can help match up students to internships, career advisors connect high schools to colleges.

Wendi commented that schools are allowed to pool their resources. The College of Southern Idaho (CSI) has been very successful with Transition Coordinator's. Students in K-12th grade are able to utilize the Advancement Via Individual Determination "AVID" program. There is also the website nextsteps.idaho.gov that provides information on colleges and universities, federal aid programs, etc. From Career Information Systems "CIS" focus groups a student stated every school needs a "Near Peer" mentor. Sara Scudder added the IDOL "Top Jobs" information is coming out in June.

Ken continued, "we know what the needs are but how do we do it?" Ken thanked the Council members for stepping up and asked them to help get more involvement from other businesses.

Future Meeting Dates:

- **Thursday July 14** – in Boise
- October Proposed change: from Thursday – Friday October 13-14 to **Wednesday – Thursday October 26-27** in Coeur D'Alene. Chair Komberec explained it will give us an opportunity to tour the new North Idaho College (NIC) Tech Center as well as the KTECH center. We also plan on scheduling a couple business tours as well. Please adjust your calendar.
- There has not been a date set for January 2017. The chair proposed January 11th or 12th? It was agreed that the date will be **Wednesday, January 11, 2017**

The chair asked if there was any new or old business to be discussed. There was none.

Governor's Office Education – Marilyn Whitney, Policy Advisor, Office of the Governor

Based on the Governor's 60% Go On goal literacy efficiency in grades 1-3 is foundational in determining how college ready graduates will be. With the \$5 million allocated for schools will help be able to do what they need. It is also a great year for Career Technical Education (CTE) known as PTE now, receiving \$3.8 million will enhance Science, Technology, Education, Math (STEM) programs. Parents need to know what is available, Career Advisors can help with that. CTE instructors need to be in every school. Short term education in Coding added to progress Stacking Skills.

Professional Technical Education – Dwight Johnson, Administrator, PTE

The legislature approved a name change of PTE to Career Technical Education (CTE) effective July 1, 2016. All logos, name, etc. will be changed by that date. Dwight shared a Power Point presentation with video clips.

The public has a negative image of what Technical schools are and how they compare to Academic schools. The public needs to be re-educated on what Technical Schools are and what they offer. There is a broad range of Career Technical Programs with fields in Health Care, Manufacturing, Agriculture and Natural Sciences, Family and Consumer Sciences Engineering and Technology, Business Management and Marketing and Skilled and Technical Sciences. The value of PTE is in connecting students to real careers, provides a talent pipeline for Idaho's businesses and makes education meaningful through applied learning.

Wendi Secrist with PTE gave an update on Idaho Skill-Stacks.

CWI Presentation – Christine Rood – Workforce Development Director at CWI and Will Fanning Dean of Professional Technical Education at CWI

Currently there are 1,000 students enrolled with another 800-1,000 on the waiting list to get in to programs at CWI.

Christine shared insights of what Micro Grants at CWI are involved in. Workforce Development provides high quality, short term training to boost job skills, acquire new career skills and earn certificates. They are partners with St. Luke's, St. Alphonsus and West Valley Medical Center hospitals, Western States CAT and Norco

Will talked about some of the courses that are available at CWI. There are courses in health care such as Medical Aids (MA), nursing, dental assistants and Surgical Aids. Norco offers classes in welding and metals fabrication. Power Sports and Small Engines, Machinists, Auto Body, Vehicle repair including large and diesel equipment, Professional Truck Driving, Wildland Fire and numerous IT related fields.

After the lunch break Christine and Will took Council members on a tour of the school. The meeting adjourned at 3:30 PM.

Present

Executive Committee

Minutes for April 20, 2016 Workforce Development Council meeting

Absent

Executive Committee

Chair Tim Komberec
Vice Chair B.J. Swanson
Jeff McCray
Kenneth Edmunds
Scott Rasmussen

Members

Angelique Pruitt
Arantza Zabala
Bert Glandon
Brad Cederblom
Brad Murray
Deanna McCutcheon
Dwight Johnson
Jay Larsen
John Young
Johnathon Baker
Joseph Dunlap
Matt Freeman
Megan Ronk ???
Molly Kaufman

Philip Clifton
Steinar Hjelle

Jan Nielsen
Dr. Linda Clark
Aaron White

Members

Jody Lewis
Ken Wiesmore
Superintendent, Sherri Ybarra